

IOWA CHILD ADVOCACY BOARD  
STATE BOARD MEETING  
Conference Room 319  
Lucas State Office Building  
Des Moines, Iowa  
Friday, December 9, 2022  
12:00 p.m. – 3:00 p.m.

State Board Members Present:

Ashley Baker - Virtual  
Courtney Clarke  
Mark Elcock - Virtual  
Alison Guernsey - Virtual  
Don Logan  
Rick McIntosh  
Judge Owens, Chair - Virtual  
Wayne Schellhammer, Vice Chair  
Angela Stokes - Virtual

Staff Present:

Amy Carpenter  
Shirley Hoefer - Virtual  
Sherri Ripperger  
Steffani Simbric

Guests Present:

Joe Wernau

Call Meeting to Order; Roll Call of Board Members

Judge Owens calls the meeting to order at 12:02 p.m.

Approval of Minutes for Previous Meetings

Handout 1. Clarke moves and McIntosh seconds a motion to approve the September 9, 2022 Iowa Child Advocacy Board meeting minutes. Motion passed unanimously.

### CASA Program Report, Amy Carpenter

Handout 2. Carpenter gives an overview of the data on the report. In our preliminary state organization highly effective standards review process from National CASA, we had two findings that weren't in alignment with the standards. One was in regards to the use of our logo and the other was related to our staff background checks. Both of these issues have been addressed.

We received a report of findings from the National CASA/GAL Association's three-step Local Program Standards Review process. We did not have any findings on the report.

The board was provided with the 2021 Annual Local Program Survey Report and 2021 Annual State Organization Survey Report. This report is not specific to Iowa. We complete an annual survey each year for the National CASA/GAL Association. This is how they collect data points.

Carpenter highlights CASA Program Policy Manual changes. She states that the child assessments in CAMS have been removed from policy. We would like to create a child assessment that is less comprehensive and more relevant to the data points we would like to collect with report out capability. Being able to do this will be dependent on receiving funds for this purpose. Judge Owens asks if we might think about doing more of a family assessment to align with NCASA. Guernsey asks if there are any types of assessments being done in the interim. Carpenter responds no. Simbric states that it's in our best interest to figure out a new path. There was a discussion about the importance of the assessment. Carpenter and Simbric agree to come up with a plan over the next 6-9 months. The board would like an update at the next meeting.

We are adding a couple new stand alone policies. One is the background check exception policy. Carpenter explains that if an applicant has a deferred judgment or conviction, they must wait three years to apply. We tried to make our policy a little more black and white. The board had a discussion about those applicants with a deferred judgment. The board would like to see additional consideration to this policy.

A transportation exception has been created. Advocates may transport if needed with proper paperwork.

Schellhammer motions to approve CASA policy and procedure with caveat that the board would not be approving the criminal background check policy. Guernsey offers amendment to the motion and asks for follow up of a deadline for a new type of child assessment, along with excluding approval of policy related to criminal background checks. Board chair asks for acceptance of the amended motion; Schellhammer agrees to the amended motion. Stokes seconds the amended motion. Motion to adopt CASA policy updates with the exception of background check policy passes unanimously.

### FCRB Program Report, Shirley Hoefer

Handout 3. Hoefer states that she is now able to use CAMS to pull FCRB data. All prior reporting requirements have been discontinued through the DIA-DHS memorandum of understanding.

The implementation of CAMS for FCRB case management is going well for staff. There are a few more adjustments that need to be made to the system before we start to train volunteers. Hoefer will be training facilitators on December 12th.

Hoefer touches on other updates for FY23. Simbric secured funding to purchase equipment so that all local review boards now have the capability to host virtual reviews. CAB administrative rules will go into effect on December 21, 2022 which will complete the review process project. The FCRB program committee is working on updating the FCRB Pre-Service training curriculum.

Simbric and Hoefer met with HHS personnel earlier this year. Janee Harvey (HHS) mentioned that there are some different focus areas or outcomes that she would like FCRB to help gather information for and report on, if possible. On November 28th they met to discuss how to move forward with identifying outcomes. We will continue working with HHS on this and provide updates regarding future meetings and decisions.

Hoefer states that most of the FCRB policies are being updated due to the code and administrative rules being updated. Hoefer went on to review items in red which are the revisions. The majority of changes the board has seen or discussed previously.

McIntosh motions and Guernsey seconds the approval of the changes to FCRB program policy with the exception of endorsing new background check requirements so it matches CASA when that is reviewed. Motion passed unanimously.

### ICAB Budget, Steffani Simbric

Handout 4. Simbric shares that the budget report does not reflect our IV-E funding for 1st quarter of FY23. We are anticipating a continued decrease in IV-E revenue. We have secured \$250,000 in grant funds for FY23. We just received the Drug Control Policy grant, Hubbel-Waterman grant and funding from NCASA. Ottumwa received one of the NCASA grants and the coordinator in the area plans on putting on a summit on the DEI initiatives in April 2023.

Simbric states that she received a FY24 budget request worksheet from DIA to be submitted to the Governor's office. She filled out the worksheet based on the draft annual report recommendations. Simbric and DIA Director, Larry Johnson, discussed the worksheet and it was recommended that ICAB scale it back. Simbric sent the amended request to Johnson who stated he would pass along the request. Johnson also stated that he would be willing to help ICAB get a meeting set up with the Governor's office. Judge Owens asks Simbric to contact Johnson regarding the meeting with the Governor. Simbric also needs to find out if DIA is presenting their budget to the Governor. Schellhammer will see if he can help align ICAB with a group that he knows to

have a discussion with the Governor. Clarke suggests that all board members look at the appropriations committee and if you know somebody, reach out to them.

#### New Business, Steffani Simbric

Handout 5. Simbric reviewed the five recommendations with the board. Schellhammer states that recommendations 1 and 2 be changed. For recommendation 1, state why we need to fill the vacant position. Recommendation 2, state how many counties we don't have FCRB in, because we don't have enough money. Clarke states for recommendation 3 state what the NCASA standards are and that Iowa CASA is only able to serve X% of the children in Iowa today, which leaves X underserved in rural areas.

McIntosh motions and Clarke seconds the endorsements and for Simbric to move forward on the initiatives. Motion passed unanimously.

Legislative Day is scheduled for February 23, midday. There is a committee for this event. Rick McIntosh would like to be added to this committee. Simbric would like State Board Members to invite their legislators. She will send information out to each of you. She would also like those of you who can to attend. We are asking volunteers to contact their legislators as well.

#### Future Meeting Dates

Next meeting is scheduled for March 10, 2023 from 12:00 p.m. – 3:00 p.m. at the Lucas Building Rooms 319 & 320. Upcoming dates: June 10, 2023

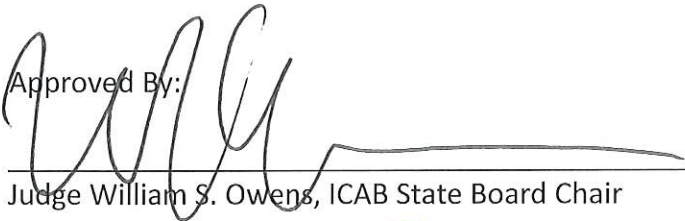
McIntosh motions and Clarke seconds the meeting adjourns. Motion passed unanimously. Meeting adjourns 2:18 p.m.

ICAB Minutes Prepared By:   
Sherri Ripperger

ICAB Minutes Approved On: 3-10-23

CAB Minutes Approved by Child Advocacy Board Vote

Approved By:



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Judge William S. Owens, ICAB State Board Chair



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Steffani Simbri, ICAB Administrator

Handout 1: September 2022 Board Minutes

Handout 2: CASA Program Report

Handout 3: FCRB Program Report

Handout 4: ICAB Budget Report

Handout 5: FY22 Annual Report Recommendations

